

 Saskatchewan Ministry of Health Drug Plan and Extended Benefits Branch Policy	Section: <i>Pharmacy Professional Services</i>	Reference DP-PPS-4
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INFLUENZA IMMUNIZATION PROGRAM (IIP)

POLICY and PROCEDURES

POLICY

- Effective October 22, 2018, the Drug Plan and Extended Benefits Branch (DPEBB) will pay an Influenza Immunization Fee (IIF) to pharmacies according to Table 1 (Influenza Immunization Billing Code and Billing Threshold/Limitations) commencing on the official start date of the Saskatchewan Ministry of Health Influenza Immunization Program when publicly funded influenza vaccine is administered:
 1. By a licensed pharmacist according to the *Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals (SCPP)*;
 2. As part of the Saskatchewan Ministry of Health Influenza Immunization Program;
 3. Within the physical space of a licensed pharmacy, during home visits and in congregate living settings*;
 4. To an eligible patient;
 5. By injection; and
 6. By a licensed pharmacist who has achieved SCPP's Advanced Method Certification.

* ***For the purpose of publicly funded influenza vaccine administration, congregate living settings are defined as for profit or not for profit public or privately owned buildings, which may or may not be licensed by the Government of Saskatchewan. These settings do not receive contracted or ongoing services from public health or other Athabasca Health Authority (AHA), Saskatchewan Health Authority (SHA), or First Nations Jurisdictions (FNJs) health practitioners and have no operational affiliation to the AHA, SHA, or FNJ (i.e. are not an AHA, SHA, FNJ or Affiliate facility). Examples of congregate living settings in Saskatchewan include private seniors' apartment buildings, personal care homes, Approved Private Service Homes (APSHs), assisted living facilities and group homes.***

- The IIF amount is listed in Schedule “B” of the current Proprietor Agreement. DPEBB pays 100% of the IIF for eligible patients.
- The IIF payment remunerates the pharmacy for all activities/expenses related to provision of the service (e.g. patient assessment, supplies, administration of the influenza vaccine, monitoring the patient, drugs and supplies used to manage adverse events following immunization and required record-keeping).
- The Ministry pays the costs of the publicly funded influenza vaccine and its distribution.
- Failure to comply with the requirements of this IIP Policy may result in the pharmacy’s participation in the IIP being cancelled.
- **No incentives* shall be provided** by the Proprietor or an agent on behalf of the Proprietor to any other person in relation to the provision of publicly funded influenza immunization.
 - * ***“incentives” means any money, gifts, donations to a charity, rebates, refunds, customer loyalty programs, points, coupons, discounts, goods, and/or rewards which can be redeemed for a gift or other benefit.***

PURPOSE

- To increase access for Saskatchewan residents to influenza vaccinations within the Province’s Influenza Immunization Program.

LEGISLATIVE AUTHORITY

- *The Health Administration Act, (Saskatchewan)*
- *The Pharmacy and Pharmacy Disciplines Act, 2015*
- *The Prescription Drugs Act (Saskatchewan)*

ELIGIBLE PATIENTS

- An eligible patient under the IIP is a resident of Saskatchewan five (5) years of age and older with a valid Saskatchewan health services card.

PROCEDURES

The Pharmacist will:

- Adhere to the *Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals (SCPP)*.
- Adhere to the requirements for the Ministry’s Influenza Immunization Program listed in the annual *Saskatchewan Influenza Immunization Policy (SIIP)*.
- Adhere to management of biological products procedures and guidelines as stated in the Saskatchewan Immunization Manual, Chapter 9 Management of Biological Products
<https://www.ehealthsask.ca/services/Manuals/Documents/Ch.%209%20Management%20of%20Bio%20Prods.Aug%202018.pdf> .

- Confirm patient eligibility.
- Refer all patients who do not have valid Saskatchewan health services card, children under the age of 5 years, patients requesting thimerosal-free influenza vaccinations and out-of-province individuals to their local Saskatchewan Health Authority (SHA) public health office for influenza vaccination.
- Document the patient interaction using the SCPP and SIIP record-keeping requirements.
[http://formulary.drugplan.ehealthsask.ca/PDFs/Saskatchewan Publicly Funded Influenza Immunization Policy 2018-19.pdf](http://formulary.drugplan.ehealthsask.ca/PDFs/Saskatchewan_Publicly_Funded_Influenza_Immunization_Policy_2018-19.pdf)
- Obtain and document expressed written consent to receive this service from the patient or patient's representative and, if applicable, obtain written consent to share the information gathered therein with a patient representative or health care practitioner within their circle of care.
- Store all documents for future use in a secure manner for a period of seven (7) years from the date of provision of the service.
- Provide a Ministry of Health Influenza Fact Sheet to each individual to whom an influenza vaccine is administered.
- Provide a Ministry of Health wallet card as a record of immunization to each individual to whom an influenza vaccine is administered.
- Ensure the influenza vaccine product record is submitted to the Pharmaceutical Information Program (PIP). PIP CeRx integrated pharmacies must ensure the influenza vaccine product record is successfully transmitted to the PIP. Influenza vaccine product records from non-integrated pharmacies will be transmitted to the PIP via the Drug Plan claims adjudication system.
- Ensure the influenza product administered to children five to eight years of age is recorded on the *Notification of Vaccine Administration* form as per requirements set out in the annual SIIP. This form must be completed and forwarded within three business days of administering the vaccine to the local SHA public health office for entry into the client record within the Panorama Immunization Module.
[http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix8-Notification of Vaccine Administration.pdf](http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix8-Notification_of_Vaccine_Administration.pdf)
- Report all Adverse Events Following Immunization (AEFIs) for publicly funded influenza vaccine as per requirements set out in the annual SIIP.
<https://www.canada.ca/content/dam/phac-aspc/documents/services/immunization/raefi-dmcisi-eng.pdf>
- Report all cold chain break incidents for publicly funded influenza vaccine immediately upon discovery as per requirements set out in the annual SIIP.
[http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix3-Cold Chain Break Form.pdf](http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix3-Cold_Chain_Break_Form.pdf)
- Report all influenza vaccine wastage for publicly funded influenza vaccine as per requirements set out in the annual SIIP.
[http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix5-Product Wastage Report.pdf](http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix5-Product_Wastage_Report.pdf)

The Pharmacy will:

- Order the publicly funded seasonal influenza vaccine from a participating Saskatchewan wholesaler.
- Submit the record of the influenza vaccine product administered electronically for capture to DPEBB **on the date of the immunization service**. This must be submitted before submitting the IIF claim.
- Submit the claim for the Influenza Immunization Fee (IIF) electronically to DPEBB on the same day as the influenza vaccine record using the appropriate pseudoDIN listed in Table 1.
- Submit the same prescriber (i.e. pharmacist) in both the record of the influenza vaccine product administered and in the IIF claim. The prescriber must be a pharmacist who has completed Advanced Method Certification for pharmacists (e.g. certification for pharmacist to administer drugs including vaccines by injection).
- Adjudicate benefit service as a one (1) day supply.
- **Paper claims will not be accepted.**

The Drug Plan and Extended Benefits Branch will:

- Provide pharmacists with the annual SIIP.
- Provide pharmacists with vaccine ordering and distribution information.
- Update Table 1 and Table 2 of the IIP Policy annually and distribute to pharmacies.
- Remunerate pharmacies the IIF upon receipt of the electronic claim.
- Establish additional record-keeping requirements for the IIP as required.
- Request and review all documentation to confirm pharmacists and pharmacies have adhered to the IIP Policy and Procedures. All forms may be requested.
- Recover the IIF if the DPEBB determines, based on its review, there was inappropriate submission for this fee.

BILLING PROCEDURE:

1. Provide the influenza vaccination and submit the record of the influenza vaccine product administered electronically for capture to DPEBB on the date of the influenza immunization service using the product DIN listed in Table 2.
2. Submit the claim for the Influenza Immunization Fee (IIF) electronically to DPEBB on the same day as the influenza vaccine record, using the appropriate pseudoDIN.
3. Billing should occur on a real-time basis and use the appropriate Immunization Billing Code listed in Table 1.

STEP 1: Record of the Influenza Vaccine Product Administered

- The record of the influenza vaccine product administered must be **submitted for capture** according to current DPEBB submission requirements.
- The record of the influenza vaccination product administered must be submitted before the IIF.
- Ensure the following fields are completed as follows:
 - **PATIENT IDENTIFIER** = nine-digit Health Services Number (HSN)
 - **DISPENSING DATE** = date of the vaccination (i.e. October 22, 2018)
 - **RX NUMBER** = enter the sequential RX#
 - **HEALTH PROVIDER ORGANIZATION ID** = SKCP
 - **HEALTH PROVIDER ID** = Pharmacist ID number (e.g. D1234)
 - **PHARMACIST ORGANIZATION ID** = SK
 - **PHARMACIST ID** = Pharmacist ID number (e.g. D1234)
 - **DIN** = enter the DIN (from Table 2)
 - **COMPOUNDING FEE (CF)** = \$0.00
 - **COMPOUND NAME** = blank
 - **QUANTITY (QTY)** = 1
 - **DAYS SUPPLY** = 1
 - **ACQUISITION COST (AC)** = \$0.00
 - **DISPENSING FEE (DF)** = \$0.00
 - **MARKUP** = 00 / 00 / 00
 - **TOTAL RX COST** = \$0.00
 - **PATIENT PAID** = \$0.00
 - **ADJUDICATION FLAG** = Y* must be set to adjudicate for vaccine reporting purposes

Step 2: Influenza Immunization Fee (IIF)

- The IIF must be **submitted the same day** as the influenza vaccine record.
- The DPEBB pays 100% of the IIF to the pharmacy.
- Ensure the following fields are completed as follows:
 - **PATIENT IDENTIFIER** = nine-digit Health Services Number (HSN)
 - **DISPENSING DATE** = date of the Influenza Immunization Fee (IFF) (i.e. October 22, 2018)
 - **RX NUMBER** = enter the sequential RX#
 - **HEALTH PROVIDER ORGANIZATION ID** = SKCP
 - **HEALTH PROVIDER ID** = Pharmacist ID number (e.g. D1234)
 - **PHARMACIST ORGANIZATION ID** = SK
 - **PHARMACIST ID** = Pharmacist ID number (e.g. D1234)
 - **DIN** = 00951105 (On Site), 00951107 (Off Site), 00951108 (5 to 8 YRS)
 - **COMPOUNDING FEE (CF)** = \$0.00
 - **COMPOUND NAME** = blank
 - **QUANTITY (QTY)** = 1 ** refer to limitations according to Table 1
 - **DAYS SUPPLY** = 1
 - **ACQUISITION COST (AC)** = \$13.00
 - **DISPENSING FEE (DF)** = \$0.00
 - **MARKUP** = 00 / 00 / 00
 - **TOTAL RX COST** = \$13.00
 - **PATIENT PAID** = \$0.00
 - **ADJUDICATION FLAG** = Y

- Please note: DPEBB will not accept paper claims for the Influenza Immunization Fee (IIF).
- If you are unable to submit either the record of the influenza vaccine administered or the IIF electronically through your Practice Management System, please use the secure DPEBB **WEB page** by logging on to <https://www.drugplan.health.gov.sk.ca> .
- If you are not sure how to install the WEB certificate, please contact your software vendor. To use the secure DPEBB **WEB page**, refer to the DPEBB Pharmacy Reference Manual, Section VI.

Table 1: Influenza Immunization Billing Code (Fee/Limitations)

Billing Code (pseudoDIN)	Service	Billing Threshold/Limitation
00951105 00951107 00951108	Influenza Immunization – On Site Influenza Immunization – Off Site Influenza Immunization – 5 to 8 YRS	<p>Maximum of ONE (1) claim in a 190 day period per patient. Exception: Children 5 to 8 years of age (<9 years old) who have not previously received influenza vaccine. Maximum of TWO (2) claims in a 195 day period per patient with a minimum interval of four weeks between claims.</p> <p>Pharmacies can submit claims between October 22, 2018 and March 31, 2019. Exception: Children requiring two doses that have received their first dose on or prior to March 31, 2019 are eligible to receive their second dose until April 30, 2019.</p> <p>Must be submitted as a Quantity of ONE (1).</p>

Table 2: Seasonal Influenza Vaccine Information For Saskatchewan Pharmacists 2018-2019

Eligibility	Saskatchewan residents five (5) years of age and older with a valid Saskatchewan health services card	
Influenza Immunization Season	October 22, 2018 – March 31, 2019	
Influenza Vaccine Product	FluLaval® Tetra DIN 02420783 multidose vial, FLUZONE® DIN 02432730 multidose vial	
Daily Ordering Limits	Order minimum	1 unit = one 10-dose vial
	Order maximum	10 Units (100 doses)
Billing Requirements	Provide vaccination and submit the record of the influenza vaccine product administered electronically for capture to DPEBB on the date of the immunization service using the product DIN.	
	Submit the claim for the Influenza Immunization Fee (IIF) electronically to DPEBB on the same day as the influenza vaccine record using the appropriate pseudoDIN (see Table 1).	
Reporting to Government	Notification of Vaccine Administration	Submit Notice of Vaccine Administration form to local SHA public health within three business days of vaccine administration to all children 5 to 8 years of age as set out in the <i>2018-2018 Saskatchewan Influenza Immunization Policy</i> . http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix8-Notification_of_Vaccine_Administration.pdf
	Adverse Events Following Immunization (AEFIs)	Report immediately to local SHA public health as set out in the <i>2018-2019 Saskatchewan Influenza Immunization Policy</i> . https://www.canada.ca/content/dam/phac-aspc/documents/services/immunization/raefi-dmcisi-eng.pdf
	Cold chain breaks	Report immediately upon discover to PHB, Saskatchewan Ministry of Health as set out in the <i>2018-2019 Saskatchewan Influenza Immunization Policy</i> . http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix3-Cold_Chain_Break_Form.pdf
	Influenza vaccine wastage	Report all wasted influenza vaccine doses to PHB, Saskatchewan Ministry of Health as set out in the <i>2018-2019 Saskatchewan Influenza Immunization Policy</i> . http://formulary.drugplan.ehealthsask.ca/PDFs/Appendix5-Product_Wastage_Report.pdf